

CALIFORNIA CODE OF REGULATIONS

TITLE 25. Housing And Community Development

Division 2. California Housing Finance Agency

Chapter 1. General

Article 1. Conflict of Interest Code

§10001. General Provisions.

Amend Section 10001 to read as follows:

§10001. General Provisions.

The Political Reform Act, Government Code sections 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations section 18730, which contains the terms of a standard Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendix in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of the California Housing Finance Agency (the Agency).

Designated employees shall file statements of economic interests with the Agency, which will make the statements available for public inspection and reproduction. (Govt. Code Section 81008). Upon receipt of the statements of Board Members and the Executive Director, the Agency shall make and retain a copy and forward the original of these statements to the Fair Political Practices Commission. Statements for all other designated employees will be retained by the Agency.

NOTE

Authority cited: Sections 87300 and 87304, Government Code. Reference: Sections 87300, et seq., Government Code.

HISTORY

1. Repealer of chapter 1 (article 1, sections 10001-10006) and new chapter 1 (article 1, sections 10001-10011) filed 8-12-77; effective thirtieth day thereafter. Approved by Fair Political Practices Commission 4-20-77 (Register 77, No. 37). For prior history, see Registers 75, No. 49; and 76, No. 20.
2. Repealer of article 1 (sections 10001-10011 and Exhibits A and B) and new article 1 (section 10001 and Appendix) filed 2-26-81; effective thirtieth day thereafter. Approved by Fair Political Practices Commission 12-1-80 (Register 81, No. 9).

3. Amendment of Appendix filed 6-14-84; effective thirtieth day thereafter. Approved by Fair Political Practices Commission 5-7-84 (Register 84, No. 24).
4. Amendment of Appendix refiled 10-4-84; effective thirtieth day thereafter. Approved by Fair Political Practices Commission 5-7-84 (Register 84, No. 40).
5. Amendment of section 10001 and Appendix filed 1-30-91; operative 3-1-91. Approved by Fair Political Practices Commission 12-6-90 (Register 91, No. 14).
6. Amendment of section and Appendix filed 4-18-96; operative 5-18-96. Approved by Fair Political Practices Commission 2-8-96 (Register 96, No. 16).
7. Amendment of section and Appendix filed 7-28-97; operative 8-27-97. Approved by Fair Political Practices Commission 6-4-97 (Register 97, No. 31).
8. Amendment of section and Appendix filed 2-7-2006; operative 3-9-2006. Approved by Fair Political Practices Commission 12-16-2005 (Register 2006, No. 6).

Conflict of Interest Code of the California Housing Finance Agency

Appendix

*Designated
Employees*

*Assigned
Disclosure
Category*

*Persons holding the following positions
and/or the following classifications are
“designated employees”:*

Board of Directors

Board Member (All members of the Board other than the State Treasurer) 1, 2, ~~3~~

Executive

Executive Director 1, 2, ~~3~~

Chief Deputy Director 1, 2, ~~3~~

Director of Legislation 1, 2, ~~3~~

Information Security Officer 2

Administration

Director of Administration 1, 2, ~~3~~

~~Chief of Administrative Services 1, 2, 3~~

Staff Services Manager ~~I-(Business Services)~~ (all classes and all levels) ~~3~~ 1, 2

~~Business Services Officer 3~~

Information Technology

Chief Information Officer 2, ~~3~~

Systems Software Specialist III (Supervisory) 2

Senior Programmer Analyst (Supervisor) 4

Staff Information Systems Analyst (Specialist) ~~(Systems Administration)~~ (Technical Support & Procurement Administration) ~~3~~ 4

~~Senior Information Systems Analyst (Supervisor) 3~~

Marketing

Director of Marketing ~~(Staff Services Manager III)~~ 1, 2, ~~3~~

Legal

General Counsel 1, 2, ~~3~~

Assistant Chief Counsel 1, 2

Staff Counsel ~~IV~~ (all classes and all levels) 1, 2, ~~3~~

~~Staff Counsel III 1, 2, 3~~

~~Staff Counsel 1, 2, 3~~

Financing

Director of Financing 1, 2, ~~3~~

Risk Manager 1, 2, ~~3~~

Housing Finance Chief ~~(Financing)~~ (all classes) 1, 2, ~~3~~

Accounting Administrator III 1, 2

Financing Officer 1, 2, ~~3~~

Financing Specialist 1, 2, ~~3~~

Fiscal Services

Comptroller 1, 2, ~~3~~

Deputy Comptroller 1, 2

Accounting Administrator III 1, 2, ~~3~~

Accounting Administrator II 3

Housing Finance Officer ~~(Single Family)~~ (all classes) 1, 2, ~~3~~

~~Housing Finance Specialist (Single Family) 1, 2, 3~~

Homeownership

Director of Homeownership 1, 2, ~~3~~

Deputy Director 1, 2

Housing Finance Chief ~~(Single Family)~~ (all classes) 1, 2, ~~3~~

Housing Finance Officer ~~(Single Family)~~ (all classes) 1, 2, ~~3~~

~~Housing Finance Specialist (Single Family) 1, 2, 3~~

Multifamily

Director of Multifamily Programs 1, 2, ~~3~~

Deputy Program Director ~~(Rental)~~ 1, 2, ~~3~~

Housing Finance Chief ~~(Rental)~~ (all classes) 1, 2, ~~3~~

~~Housing Finance Chief (Construction Services) 1, 2, 3~~

Supervising Design Officer 1, 2, ~~3~~

Senior Design Officer 1, 2, ~~3~~

~~Senior Estimator 1, 2, 3~~

Senior Housing Construction Inspector 1, 2, ~~3~~

~~Housing Construction Inspector 1, 2, 3~~

Housing Finance Officer ~~(Rental)~~ (all classes) 1, 2, ~~3~~

~~Housing Finance Officer (Construction Services) 1, 2, 3~~

~~Housing Finance Specialist (Rental) (Preservation Assistance) 1, 2, 3~~

~~Housing Finance Specialist (Construction Services) 1, 2, 3~~

Chief, Special Lending Programs (CEA II) 1, 2, ~~3~~

Asset Management

Deputy Director of Asset Management	1, 2, 3
Housing Finance Chief (Management Services) <u>(all classes)</u>	1, 2, 3
Housing Finance Officer (Management Services) <u>(all classes)</u>	1, 2, 3
Housing Finance Specialist (Management Services)	1, 2, 3
Housing Maintenance Inspector	1, 2, 3

Mortgage Insurance Services

Director of <u>Mortgage</u> Insurance	1, 2, 3
<u>Deputy Director</u>	<u>1, 2</u>
Housing Finance Chief (Single Family) <u>(all classes)</u>	1, 2, 3
Housing Finance Officer (Single Family) <u>(all classes)</u>	1, 2, 3
Housing Finance Specialist (Single Family) <u>(all classes)</u>	1, 2, 3

Consultants

Consultant	1, 2, 3
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With respect to Consultants, the General Counsel of the Agency may determine in writing that a particular consultant, although a “designated employee,” is hired to perform a range of duties that is limited in scope and thus is not required to comply with the disclosure requirements described in this section. Such determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. A copy of the written determination is a public record and shall be retained and made available for public inspection in the same manner and location as this Conflict of Interest Code. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

Disclosure Categories

Category 1 – Interests in Real Property

Designated employees in Category 1 must report:

All ~~investments and~~ interests in real property ~~located within~~ in the State of California.

Category 2 – Full Disclosure (excluding interests in real property)

Designated employees in Category 2 must report:

All investments, ~~and~~ business positions ~~in~~, and sources of income, including gifts, loans, and travel payments, from, ~~any person or entity which is (i) defined to be a “housing sponsor,” “limited dividend housing sponsor,” or “qualified mortgage lender” by part I, chapter 2, of the Zenovich-Moscone-Chacon Housing and Home Finance Act (chapter 2 commences at section 50050 of the California Health and Safety Code) or which is (ii) a financial services company, information technology company, law firm, mortgage bank, investment bank, real estate services company, brokerage company, insurance company, title company, escrow company, building or construction contractor or subcontractor, that contracts with or otherwise does business with the Agency, or which is soliciting, a contract or other business from the Agency.~~ sources that:

(A) Are any person or entity which is defined by part I, chapter 2, of the Zenovich-Moscone-Chacon Housing and Home Finance Act (chapter 2 commences at section 50050 of the California Health and Safety Code) to be any of the following:

(1) "housing sponsor"

(2) "limited-dividend housing sponsor"

(3) "qualified mortgage lender"; or,

(B) Are any person or entity that contracts or otherwise does business with the Agency, or is soliciting a contract or other business from the Agency, and which is any of the following:

(1) financial services company

(2) bank, including commercial bank, mortgage bank, thrift, credit union, or similar lender

(3) investment bank

(4) real estate services company

(5) brokerage company

(6) insurance company

(7) title company

(8) escrow company

(9) building or construction contractor or subcontractor

(10) sources that are the type that, within the previous two years, have contracted with the Agency to provide leased facilities, supplies, materials, machinery, equipment, or services, including training and consulting services, to the Agency, or have otherwise done business with the Agency

(11) sources that manufacture, distribute, supply, or install computer hardware or software of the type utilized by the Agency, as well as entities providing computer consultant services to the Agency

(12) law firm that represents persons or entities described in Category 2A in matters directly related to their status as described in Category 2A.

(13) law firm that represents persons or entities described in Category 2B in matters directly related to their status as described in Category 2B.

Category 3 – General Procurement

Designated employees in Category 3 must report:

All ~~sources of income, including gifts, loans, and travel payments, from and~~ investments and business positions in ~~any~~ business entities, ~~and income, including gifts, loans, and travel payments, from sources that are of the type~~ that, within the ~~last~~ previous two years, ~~has~~ have contracted with the Agency to provide ~~services, leased facilities,~~ supplies, materials, machinery,

~~or~~ equipment, or services, including training and consulting services, to the Agency, or ~~that has~~ have otherwise done business with the Agency.

Category 4 – Information Technology

Designated employees in Category 4 must report:

All investments and business positions in business entities, and income, including gifts, loans, and travel payments, from sources that manufacture, distribute, supply, or install computer hardware or software of the type utilized by the Agency, as well as entities providing computer consultant services to the Agency.